



# Response and Recovery Policy for Program Implementation

**Subject:** Reimbursement of Service Center Costs Under the California Disaster Assistance Act (CDAA)

<b>Background</b>	Service Centers, including Local Assistance Centers (LAC), are set up to provide immediate assistance to disaster victims. The Service Centers provides a single facility at which individuals, families, and businesses can access available disaster assistance programs and services. The services provided at the Service Centers assist and direct disaster victims to available resources and aid them in the recovery process. The Service Centers are normally staffed and supported by local, state, and federal agencies, as well as non-profit and voluntary organizations. Common participants in Service Centers are: Federal Emergency Management Agency, U.S. Small Business Administration, state agencies, local governments, Red Cross, and Salvation Army, etc.
<b>Authority</b>	<i>Title 19, Section 2965</i> , states, “Eligible costs may include any assistance deemed necessary by the director as stated in writing explaining the basis for the finding of necessity,”
<b>Eligible Costs</b>	Applicants’ costs for overtime as well as the regular time for special funded ( <i>these are funds/grants derived from external sources that cannot be reimbursed by the applicant’s general funds</i> ) permanent employees, materials, equipment, and facility overhead related to Service Center operations. Under CDAA, the State will cost share 75 percent and the local agency would be responsible for the remaining 25 percent of the Service Center costs.
<b>Implementation</b>	Under <i>Title 19, Section 2965</i> , make Service Center operating costs and overtime costs as well as regular time for special-funded employees eligible under the CDAA Program.